



X	Proposed Action Items
C	Actions Completed

Northern Capacity Building Advisory Committee – Thunder and District

2020-2021

Focused Action Items	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April
<u>Meeting 1</u> Introductions/context/review draft Terms of Reference	C										
<u>Meeting 2</u> <ul style="list-style-type: none"> Finalize Terms of Reference Selection of Co-Chair 	C										
<u>Meeting 3</u> Strategy design		C									
<u>Meeting 4</u> Strategy design		C									
<u>Meeting 5</u> Finalize strategy design/plan approach for evaluation			C								
<u>Meeting 6</u> Strategy Launch				C							
<u>Meeting 7</u> Monitor implementation/course correct if required					X						
<u>Meeting 8</u> Monitor implementation/course correct if required						X					

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<u>Meeting 9</u> <ul style="list-style-type: none"> <i>Review Evaluation (first 3 months)</i> <i>Review funding (are we on track)</i> 							X				
<u>Meeting 10</u> <i>Monitor implementation/course correct if required</i>								X			
<u>Meeting 11</u> <i>Review Draft Evaluation Report</i>										X	
<u>Meeting 12 – Final meeting</u> <ul style="list-style-type: none"> <i>Approve Final Evaluation Report</i> <i>Share/present lessons learned with key stakeholders</i> 											X